

Naples City Council

November 8, 2012

Minutes

The regularly scheduled meeting of the Naples City Council was held November 8, 2012, 7:30 p.m., at the Naples City Office, 1420 East 2850 South, Naples, Uintah County, Utah.

DATE, TIME & PLACE OF MEETING

Council members attending were Dean Baker, Robert Hall, Gordon Kitchen, Dennis Long, and Dan Olsen. Kenneth Reynolds was excused.

COUNCIL MEMBERS ATTENDING

Others attending were Jim Harper, Kathy Huff, Mariah Ruston, Sarah Jane Crowther, Kaitlyn Rose Powell, Becca Richards, Mark Watkins, Chris Hoem, Connie Patton, Craig Blunt and Nikki Kay.

OTHERS ATTENDING

At 7:30 p.m. Mayor Baker welcomed everyone and called the meeting to order. Mayor Baker opened the meeting with the pledge of allegiance. Councilman Dennis Long offered the invocation.

OPENING CEREMONY

Mayor Baker asked for approval of the agenda. Robert Hall **moved** to approve the agenda. Gordon Kitchen **seconded** the motion. The motion passed with all voting aye.

AGENDA APPROVED

Mayor Baker asked for approval of the minutes of the October 25, 2012 regular council meeting. Dennis Long **moved** to accept the minutes. Dan Olsen **seconded** the motion. The motion passed with all voting aye.

MINUTES APPROVED

Mayor Baker asked if anyone had anything to discuss or follow up on from the previous meeting. Nothing was brought forward.

FOLLOW UP ITEMS FROM PREVIOUS MEETING

Connie Patton presented the bills in the amount of \$41,575.91 and asked for an additional \$554.90 to pay Zion's bank card for a total of \$42,130.81. Dan Olsen **moved** to approve the bills as presented with the additional expense. Robert Hall **seconded** the motion. The motion passed with the following roll call vote:

APPROVAL OF THE BILLS

Robert Hall	Aye
Dan Olsen	Aye
Dennis Long	Aye

Kenneth Reynolds	Absent
Gordon Kitchen	Aye

Nikki Kay presented the Council with two bids to clean the carpets at the City office and asked for approval to expend funds to have them cleaned. Robert Hall **moved** to accept the lower bid of \$700 from Prestige Steam Cleaning. Dennis Long **seconded** the motion. The motion passed with the following roll call vote:

Robert Hall	Aye
Dan Olsen	Aye
Dennis Long	Aye
Kenneth Reynolds	Absent
Gordon Kitchen	Aye

***REQUEST APPROVAL TO
CLEAN CARPETS AT CITY
OFFICE***

Chief Watkins asked for approval to travel to the midwinter Chief's conference and requested \$374 in travel expenses. Chief Watkins also requested approval to send Lieutenant Cox to leadership training at a cost of \$1,300. Chief Watkins reported that he has a grant that will pay for a portion of the leadership training tuition and that this will be a three-part class. Dan Olsen **moved** to approve the expense for training and travel for the police department. Gordon Kitchen **seconded** the motion. The motion passed with all voting aye.

TRAVEL APPROVAL

Jim Harper requested approval to take the skid steer to Salt Lake City for repairs. He said he should be able to take it for repairs and bring it back the same day. Mayor Baker asked if they would be able to repair it in one day. Jim said he gave the dealership the error code they were getting from the skid steer and was told they should be able to have the repairs completed in about five hours. Councilman Long asked if he was picking up the crack seal at the same time. Jim said they looked at the cost for that and determined it was too heavy for them to haul and it would be cheaper to have it delivered. Gordon Kitchen **moved** to approve the travel request for \$30. Dennis Long **seconded** the motion. The motion passed with all voting aye on roll call:

Robert Hall	Aye
Dan Olsen	Aye
Dennis Long	Aye
Kenneth Reynolds	Aye
Gordon Kitchen	Aye

Jim Harper asked for approval to purchase six pallets of crack seal. Jim said the cost per pallet varies but they each weigh about 2300 lbs. Jim requested approval to expend \$7,800 and buy enough to stay under that amount. Robert Hall **moved** to approve up to \$7,800 for the crack seal which would include freight. Gordon Kitchen **seconded** the motion. The motion passed with the following vote:

Robert Hall	Aye
Dan Olsen	Aye
Dennis Long	Aye
Kenneth Reynolds	Absent
Gordon Kitchen	Aye

***PURCHASE APPROVAL
FOR CRACK SEAL***

Jim Harper told the Council he needs funds to repair the S300 skid steer. Jim said they have had this for several years and have replaced the radiator and the bucket blade but that has been about all. Jim said the hydraulic system is starting to shut off. Jim stated he received a bid from Outback Rental (\$525) to repair the actuator but they do not have a computer to time it and set the tilt sensor. The second bid he received was from Intermountain Bobcat and they have the computer system to set the timer. Jim said Intermountain Bobcat gave an estimate of \$900 for the repair and \$700 for someone to come here and do the repair. Jim thought it would be less expensive to take the skid steer to Intermountain Bobcat. Jim asked for \$1,100 to cover the cost of the repairs and to take the skid steer to Salt Lake City. Mayor Baker asked Jim if they were still trading in the skid steers. Jim said they have not traded out this machine and it was getting too expensive so they just kept this one. Jim said this machine has not cost very much to maintain. Dan Olsen **moved** to authorize \$1,100 for the skid steer repair. Robert Hall **seconded** the motion. The motion passed with the following vote:

Robert Hall	Aye
Dan Olsen	Aye
Dennis Long	Aye
Kenneth Reynolds	Absent
Gordon Kitchen	Aye

***REQUEST APPROVAL FOR
SKID STEER REPAIRS***

Jim Harper brought back some information on what other agencies do to clean their sanders and attachments. Jim reported that Vernal City doesn't have a cat walk to clean their sander, they just use a ladder and pressure wash it with plain water. Jim said Uintah County does have an indoor

***UPDATE INFORMATION
ON CLEANING SANDER***

wash system with pressure washers and a cat walk. Jim said they use a solution that neutralizes the salt. Jim reported that he contacted UDOT and was told they have a cat walk to clean their trucks and they use a hose to spray off the truck. Jim told the Council that he contacted Naples Car Wash and found out that they have a cat walk bay that would be big enough to wash the sander. Councilman Hall wanted to know how much it would cost. Jim said he thought it would cost about \$75 to wash the truck. Mayor Baker wanted to know if there was somewhere at the shop to clean the trucks. Jim said they do have a spot but he worries about the ice build up on the grates. Councilman Long wanted to know what Jim wanted to do. He said he would like to use the car wash to get the worst of it and then take the truck to the shop and complete the rest. Councilman Long wanted to know how many times a year they anticipate having to use the car wash. Jim thought it would be about thirty-one times a year. Dennis Long **moved** to allow them to set up an account at the car wash to take care of the trucks. Dan Olsen **seconded** the motion. The motion passed with the following vote:

Robert Hall	Aye
Dan Olsen	Aye
Dennis Long	Aye
Kenneth Reynolds	Absent
Gordon Kitchen	Aye

Craig Blunt said he and an engineer met with the owner of the property at 1700 South to come up with a new concept that would reduce the amount of concrete needed to fix the drainage problem on the driveway. Craig said he is having trouble finding anyone to take on the project. He said everyone is booked. Councilman Hall wanted to know how the owner felt about that. Craig said he understands and will wait until the Spring to have it completed. No action was taken on this.

1700 SOUTH DRIVEWAY PROJECT

Craig Blunt reported to the Council on the 2500 South intersection project. Craig stated that the weather has been good and it allowed them to get almost everything completed. He said the road is asphalted and painted and there is just a little bit of bar ditch work left. Craig pointed out the asphalted walkway. He said that was done as they wait for UDOT to complete the radius work. Councilman Hall asked about the time line for the light. Craig said it will be Spring before it is started. Craig asked for approval to pay

UPDATE ON 2500 SOUTH INTERSECTION

the invoice on this project when it comes in because the Council won't meet until December 13th. Mayor Baker said if everyone is satisfied with the work and they all sign off on the project he doesn't see a problem with paying the invoice when it comes in.

Craig Blunt told the Council that application was made in 2010 for a FEMA grant. Craig said the County took most of those funds but he was recently contacted and told there would be additional \$24,000 available but it would need to be spent before December. Craig said he checked into purchasing a generator for the City office building. Craig said he is waiting on several groups for bids but the only one he received was from Tarpon Energy. Craig recommended purchasing a 200-amp generator which was the \$24,000 one. Councilman Hall wanted to know where it would be placed. Craig said he would like to put it in back of the building and he would like to make it a gas and propane generator. He said if the gas ever went off they would be able to switch it to propane. Craig said there would be an ongoing maintenance cost for the generator. Craig said he would need the Council to accept the grant and give him the approval to follow the procedures to expend it. Councilman Kitchen wanted to know why they would need to hook the generator to both the gas and the propane. Craig said if they had anything happen for just a day then the gas would kick it on but if they had something major it would help to have the propane to switch to. Dan Olsen **moved** to accept the \$24,000 grant and allow Craig to follow the procedure to expend the funds. Robert Hall **seconded** the motion. The motion passed with the following roll call vote:

Robert Hall	Aye
Dan Olsen	Aye
Dennis Long	Aye
Kenneth Reynolds	Absent
Gordon Kitchen	Aye

Craig Blunt presented a request to expend funds to install heat tape on the north side of the City office building. Craig said they noticed the ice gems where keeping the snow from falling down onto the sidewalk but they were also starting to ice up underneath. Craig said they would like to run heat tape up and down those snow gems. Craig said the estimate was for three days work but they may be able to do in less time. Craig said the estimate was \$5,780. Dennis Long **moved** to approve the \$5,780. Gordon Kitchen **seconded**

***ACCEPTANCE OF 2010
FEMA GRANT & REQUEST
TO PURCHASE
GENERATOR***

***EXPENDITURE
APPROVAL FOR HEAT
TAPE INSTALLATION***

the motion. The motion passed with the following roll call:

Robert Hall	Aye
Dan Olsen	Aye
Dennis Long	Aye
Kenneth Reynolds	Absent
Gordon Kitchen	Aye

Council members reviewed the current salary schedule to discuss what updates might need to be made. The schedule was not updated with the last salary increases. Mayor Baker wanted to know if the schedule presented has the increases discussed. Craig said it does not, it is the current schedule. Craig said any time an increase is given across the board they need to adjust the levels on the schedule. Craig said if the Council gives a cost of living increase then the maximum level on the salary schedule needs to be increased. Mayor Baker said there should be something built in that if a cost of living increase is given then it should automatically trigger and adjust the maximum amounts. Councilman Kitchen said a merit increase would not adjust the levels and once you reach the maximum level you couldn't rise above that, he said you could give a merit bonus or adjust the schedule. Mayor Baker wanted to know if the maximum amounts shown on the schedule take into account the cost of living increases given. Craig said it does. Mayor Baker said the reason they needed to review the schedule and make a change is because they recently promoted an officer to the Lieutenant's position and agreed to a salary that was above the maximum amount for that position. Chief Watkins said he also wanted to discuss the police secretary maximum amount. He explained that the current secretary for the police department is also a crime scene tech and is certified in drug testing. He wanted to see about increasing the maximum amount to \$20.00. Mayor Baker wanted to know if the schedule will agree with a wage for the new officer they are considering hiring. Chief Watkins said he would like to bring the new officer in at \$21.00 per hour which would be just above mid range but the officer is very qualified. Councilman Kitchen wanted to know why they would bring him in so high. Chief Watkins said it is because the officer has ten years experience. Mayor Baker said they need to adjust the schedule to reflect the salary just offered to the new Lieutenant. Councilman Kitchen questioned the increase for the police secretary. Chief Watkins said it is justified because of the certifications she holds. It was discussed changing the job title and making the wage reflect the

***DISCUSSION AND
MOTION TO SET 2012
SALARY SCHEDULE***

position duties. Chief Watkins said the title would be Administrative Secretary/Crime Scene Investigator. Mayor Baker suggested leaving the police secretary job position and add an administrative secretary/crime scene investigation position. Councilman Kitchen said they should adjust the mid range for the administrative secretary/crime scene tech to reflect the maximum pay of \$21.00. Gordon Kitchen **moved** to approve adding a new job description for the administrative secretary/crime scene tech with a mid range of \$12.51 and a maximum of \$21.00. He also **moved** to approve the setting the maximum pay for the Lieutenant's position at \$33.00. Dan Olsen **seconded** the motion. The motion passed with the following roll call vote:

Robert Hall	Aye
Dan Olsen	Aye
Dennis Long	Aye
Kenneth Reynolds	Absent
Gordon Kitchen	Aye

Chris Hoem came before the Council to discuss regulations for snow removal. Chris stated that he met with Chief Watkins and Jim Harper of the road department to discuss what regulations they would like to see in place to help in the process of snow removal. Chris said they came up with a draft of what they wanted and sent that to Dennis Judd and he put together the Ordinance that is being presented. Chris pointed out that the snow season would be between November 1 and March 31 and if people were to park on the street when it snows they could be cited for an infraction and it could go up to a Class C for multiple offenses in a given snow season. Councilman Kitchen said he thought the snow season was too long. He thought it should be shortened from December 1 to March 1. Chris brought up the snow removal from sidewalks that was in the Ordinance and said he understands this portion was controversial. Councilman Kitchen said that section should just be removed. Councilman Olsen said the sidewalks in the City, for the most part, are not used for children walking to school or for pedestrian traffic and doesn't think it needs to be in there. A discussion was held about clearing the sidewalks on 1900 south for the children using it to walk to school. Councilman Long wanted to know why they should be doing sidewalks at all. Councilman Hall wanted to know if the City would fall into some liability issues if the sidewalk should be cleared to keep children from walking in the road but didn't know how you would keep from being preferential. Councilman Long

***DISCUSSION REGARDING
REGULATIONS FOR
SNOW REMOVAL -
ORDINANCE 12-150***

thought the school took care of the sidewalk in front of the schools. Councilman Long said he just sees problems with the City clearing one and not all. A discussion was held about people moving their snow out of their driveway onto someone else's property or into the gutter across the road. They also discussed increasing the budget for snow removal or adjusting the schedules to allow one of the drivers to hit the streets in the morning and another to clear them again at night. After some discussion Dennis Long **moved** to accept Ordinance 12-150 with the changes discussed under No. 1 and to delete No. 3 along with the references to snow removal on sidewalks in the preamble. Gordon Kitchen **seconded** the motion. The motion passed with the following roll call vote:

Robert Hall	Aye
Dan Olsen	Aye
Dennis Long	Aye
Kenneth Reynolds	Absent
Gordon Kitchen	Aye

Craig Blunt wanted the Council to know that there will be a meeting on November 20, 2012 from 11:30-1:00 at the Golden Age Center. He stated that the President of Rocky Mtn Power will be here to discuss the needs of the Basin. Councilman Olsen asked about the road cut that was done by Rocky Mtn Power on 2000 South but was never repaired. Craig said it is on the list to be repaired and he would follow up on that. Councilman Olsen said they also need to repair the test cut they did in the middle of the road.

***OTHER MATTERS AND
FUTURE COUNCIL
MATTERS***

With no other business before the Council, Dennis Long **moved** to adjourn the meeting at 9:15 p.m. Gordon Kitchen **seconded** the motion. The meeting was adjourned.

MOTION TO ADJOURN

APPROVED BY COUNCIL ON THE 13th DAY OF DECEMBER 2012

BY: _____

ATTEST: _____